


<div data-bbox="132 163 403 286"><p>College of Policing Leamington Road Ryton-on-Dunsmore CV8 3EN</p></div> <div data-bbox="751 152 1094 275"> College of Policing</div> <div data-bbox="132 347 1208 468"><p>Note: Contractor to visit site prior to tendering to ascertain the nature of all works required and raise any queries with PM during the tender period. Access to visit to be arranged via the PM.</p></div> <div data-bbox="132 499 1208 562"><p>Access arrangements are to be confirmed with Adam Nickerson, Gleeds – Tel:- 07718 804323, email: adam.nickerson@gleeds.com</p></div> <div data-bbox="132 620 422 651"><p>The Works consist of:</p></div> <div data-bbox="132 683 1208 804"><p>To undertake create a new R&R delegate facility within the current Norwich Bar, works to include new carpet tile and LVT flooring throughout, decorations to all areas and new blinds. Relamping of existing lighting fittings and installation of new. Installation of new loose furniture as well as a new bar and back of bar installation.</p></div> <div data-bbox="132 864 1208 1052"><p>Note: The contractor is responsible for checking all details and dimensions on site and using his site measurements within the tender submission and any subsequent works on site. Dimensions on drawings and quantities within the specification are for guidance purposes only unless stated as CRITICAL.</p></div> <div data-bbox="132 1079 1208 1968"><p>Generally:</p><p>This schedule is to be read in conjunction with both the Preliminaries and Material and Workmanship section of this document, in addition to the tender drawings.</p><p>Any discrepancies between elements of information should be brought to the attention of the Contract Administrator during the tender period. Claims for extras will not be accepted where it can be shown information was available for pricing. Information included within documents and drawings but not in the schedule will be deemed to have been included.</p><p>Contractor to price for carrying out all works during the hours detailed below and within a 6-week contract period commencing on 28th July 2025 with practical completion on or before 5th September 2025.</p><p>Access is restricted to the immediate vicinity of the works only.</p><p>The contractor shall provide a site set up within the site boundaries for the duration of the project. Any temporary facilities/materials are to be provided at the expense of the contractor. Exact location to be agreed at pre-contract meeting but indicative location as shown on drawing.</p><p>Please note that all site operatives will be required to submit vetting forms in order to obtain at least College of Policing PNC security clearance (the College will accept a higher grade NPPV1 or above if these have already been obtained from other police constabulary's). The contractor will be required to return information to the designated College of Policing representative in a timely fashion as applications can take up to 2 weeks to process and no claims will be made for any late submissions or refused applications.</p></div>			
<p>NTBS4386</p>	<p>3/1</p>	<p>CARRIED TO COLLECTION</p>	<p>£</p>

<p>The site is to be kept in a manner to meet all current regulations and to consider the uses of and occupancy of adjoining properties. Contractor to ensure that they do not impede nor block access to any other areas and buildings on site.</p> <p>Under no circumstances is anyone to enter any other part of the building.</p> <p>The contractor is to protect all features to be retained on the site and allow for clearing away all debris as it accumulates during the works for disposal off site and ensure that the site is left in a clean state upon completion to the satisfaction of the PM.</p> <p>The contractor shall allow here or in his tender all multiple handling, barrowing in or out of material, debris and plant etc. necessary to carry out the works satisfactorily and for keeping all public and private pavements and access ways clear and clean of all obstructions.</p> <p>The employer does not bind himself to accept the lowest or any tender and he shall not be responsible for any costs incurred by any tenderer in the process of his tender.</p> <p>The Contractor shall be deemed to have carefully examined all the drawings and the specification and to have ascertained the full extent and character of the works and such methods appropriate for its execution.</p> <p>Provide and maintain all necessary fencing, hoardings, fan decks, planked footways, guardrails, gantries, scaffolding, hoists and the like for the proper execution of the work, for the protection of the public and the occupants of the adjoining premises and for meeting the requirements of any local or any other authority and alter and adapt as necessary.</p> <p>Provide all artificial lighting and power for use of the works, and ensure adequate light within the site during the alterations, provide all temporary connections, fuses, switchgear, distribution boards, leads, fittings etc, including the provision of all necessary low voltage equipment, transformers, rectifiers etc, for the use of hand tools, clear away and make good on completion.</p> <p>Allow for any attendance, overtime or weekend working as necessary during the duration of the contract in order to maintain and meet the agreed programme, including the liaison with the occupiers during critical periods or work which may involve some disruption or disturbance during normal office hours.</p> <p>Allow for clearing away all debris as it accumulates during the works and leave the site on completion in a clean state and good order.</p> <p>The contractor is advised that the works will be carried out under the Construction (Design and Management) Regulations 2015 and ACOP L144, and shall make all necessary allowances as required under the said regulations, to carry out duties of Principal Contractor for the works.</p> <p><u>Programme</u></p> <p>Contractor to provide outline proposals for completion of the works within the contract dates as below:</p> <p>Provisional Contractual Start Date – 28th July 2025 Completion Date – 5th September 2025</p> <p>All works to be undertaken during normal working hours (0800 – 1800) The contractor is to include for working weekends where required (0800 – 1800)</p>			
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	<p>Security Clearance</p> <p>The contractor is highlighted to the fact that all staff working on the scheme will need to be PNC security cleared.</p> <p>The form and supporting ID documents should be submitted as a single PDF document for each employee/contractor. Additionally, can we state that the process can take up to 2 weeks</p> <p>This process typically takes 2 weeks from submission for clearance to be received and that this should be taken into account as delays to the programme will not be accepted for late submissions.</p> <p>Contract Programme</p> <p>The contractor is required to submit a delivery programme with the tender which demonstrates project delivery within the given contract dates, the accuracy and level of this will be used as part of the tender evaluation process.</p>			
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1.0	Site Set-Up General .1 The contractor is to allow for providing Proplex 2mm surface protection or similar approved medium duty surface protection sheeting to all non-working areas where appropriate. .1 Protection to be maintained in good condition throughout the duration of the works, checking regularly to ensure that the integrity is maintained. .2 No mechanical fixings or permanent fixings to walls and steps etc. Contractor to use low-tack adhesive to limit damage to existing painted surfaces. .3 Allow for and appropriate signage to be installed to designate phased work areas during works in line with phased programme.			
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2.0	Internal strip out and enabling works			
.1	Contractor to remove all loose furniture including but not limited to tables, chairs, and the like. All furniture to be carted away from site.			
.2	Allow to take up existing carpet tiles and clear away from site. Include for removing as much adhesive as possible on removal of existing floor finish.			
.3	Carefully remove existing TV's on walls, safely store and re-fixed to the wall on completion of the works.			
.4	Contractor to take down signage within lounge and side lounge area and store for reuse once decoration has been completed.			
.5	Contractor to allow for the removal of all blinds and curtains to the conservatory, and cart away from site.			
.6	Contractor to allow for memorabilia to be taken down and stored for reuse once works have been completed.			
.7	To location shown on drawing, contractor to allow to remove existing 1 ½ leaf door including architrave, and frame and cart off site. Making good as described elsewhere.			
.8	Contractor to strip out existing front bar including worktop, shelving, frame and the like and cart away from site. Pythons, optics and tills etc to be removed by others prior to contractor starting on site. Roller shutter to be retained in situ ready to accept new bar installation.			
.9	To the back bar kitchen area, contractor to allow to remove existing kitchen units, and hand wash sink and cart away from site. Leave ready for installation of new kitchen units as described elsewhere.			
.10	Contractor to allow to protect or temporarily relocate pool table within Rugby Building during the course of the works. Allow to reinstate on completion.			
CARRIED TO COLLECTION		£		
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3.0	<p>Floors</p> <p>.1 To all locations receiving new floor coverings supply and lay Ardex Arditex NA subfloor levelling and smoothing compound or Equal Approved product, laid in full accordance with the manufacturers' instructions to provide a smooth and level finish ready to accept new floor coverings.</p> <p>.2 Supply and lay Karndean LVT flooring to the existing floor structure following installation of self-levelling screed to areas noted on drawings.</p> <p>.1 Karndean Knight Tile to be Knight Tile Glued Down Grey Limed Oak. Ref: KP138. Size to be 914.4mm x 152.4mm laid in staggered to ensure joints do not coincide with the previous row.</p> <p>.2 Karndean Herringbone to be Knight Tile Glued Down Grey Limed Oak. Ref: SM-KP138. Size to be 457.2mm x 76.2mm laid in a herringbone pattern.</p> <p>.3 Karndean Cubix to be Kaleidoscope Cubix. Ref: KAL02. To be laid in 3D design pattern.</p> <p>.4 Karndean LVT to be Heritage Lansdown. Ref: LANS-02. Size to be 229mm x 229mm.</p> <p>.3 Supply and lay Carpet tile to the existing floor structure following installation of self-levelling screed to areas noted on drawing, from Modulyss contact Andrew O'Sullivan – Modulyss – Tel: 07399 114879</p> <p>.1 Supply and lay Modulyss carpet tile in accordance with the manufacturer's instructions.</p> <p>.2 First Define. Colour TBC to areas noted as Modulyss carpet tile on drawing.</p> <p>.3 To the external entrances within the conservatory, contractor to allow to install Modulyss In-Groove, colour TBC. Area to be width of doors and 2 tiles width into room (approx. 1000mm).</p> <p>.4 Lay all in accordance with manufacturer's instructions.</p> <p>.4 Supply and lay new Altro Reliance 25 (Colour TBC) as shown on drawings in accordance with manufacturers instruction. New flooring is to comply with the following:</p> <p>.1 Contractor to allow for moving freestanding kitchen equipment to allow installation to be carried out i.e. stainless steel units and the like.</p> <p>.2 Include for new SAA threshold strips at junctions with existing and new floor surfaces, all to be counter sunk screw fixed.</p> <p>.3 Flooring to be laid to all areas prior to installation of new fittings</p>			
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5.0	<p>Furniture, Fixtures and Equipment</p> <p>Loose Furniture</p> <p>.1 Contractor to allow to supply and install all FF&E as shown on the separate Furniture schedule ref: EOFQ39277. From Elite Office Furniture UK Ltd, Elite Road, Goole, East Yorkshire, DN14 8BF or similar approved. Contact Patrick O'Brien m: 07740 853303 or e: Patrick.obrien@elite-furniture.co.uk.</p> <p>.1 Allow for the removal of all packaging and cart off site on completion.</p> <p>Planting</p> <p>.2 Contractor to allow to supply and install new artificial planting as shown on Planting Proposal reference: P18369 JRD. From Plantplan or equal approved, Contact James Dallow m: 07848 453006 or e: james.dallow@plantplan.co.uk</p> <p>Blinds</p> <p>.3 To the external windows in the conservatory and the windows in the soft seat lounge area contractor to allow to supply and install new roller blind system. Capricorn Blinds or similar approved – R200S Standard Commercial Roller Blind with Unicolour Fabric. Colour to be confirmed.</p> <p>Miscellaneous</p> <p>.4 Contractor to allow a Provisional Sum of £5,000 for additional loose furniture requirements that may be required by the Employer. This includes but not limited to freestanding lamps, Perspex boxes within the box storage units to house memorabilia, rugs etc</p> <p>Acoustic Wall Panelling</p> <p>.5 To the locations shown on the drawings, contractor to allow to supply and install Acoufelt Fracture Fineline acoustic wall panels to the full height and width of the walls where identified. Colour TBC. Contact Beatrice Steman m: 07385 974445 or e: Beatrice.steman@acoufelt.com</p> <p>.1 Acoustic panels to be fixed to the existing wall surface using contract grade construction adhesive in accordance with the manufacturer's instructions.</p>			
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7.0	Cleaning			
.1	Upon completion of the works and before handover, the contractor shall carry out a full sparkle clean of the area including cleaning all windows internally, cleaning light fittings, ceiling mounted equipment and cleaning all flooring to the satisfaction of the PM.			
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FINAL SUMMARY

Section 1 – Preliminaries

Section 2 – Schedule of Works

Section 3 – Electrical

TENDER TOTAL

Signed for Tender.....

Date.....